



Billing Code 4710-06

DEPARTMENT OF STATE

[Public Notice 11120]

60-Day Notice of Proposed Information Collection: Evacuee Manifest and

Promissory Note

ACTION: Notice of request for public comment.

SUMMARY: The Department of State is seeking Office of Management and Budget (OMB) approval for the information collection described below. In accordance with the Paperwork Reduction Act of 1995, we are requesting comments on this collection from all interested individuals and organizations. The purpose of this notice is to allow 60 days for public comment preceding submission of the collection to OMB.

DATES: The Department will accept comments from the public up to **[INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER]**.

ADDRESSES: You may submit comments by any of the following methods:

- **Web:** Persons with access to the Internet may comment on this notice by going to www.Regulations.gov. You can search for the document by entering “Docket Number: DOS-2020-0021” in the Search field. Then click the “Comment Now” button and complete the comment form.
- **E-mail:** OliphantCE@state.gov
- **Regular Mail:** Send written comments to: U.S. Department of State, 600 19th St. N.W, Washington, DC 20522-1710

You must include the DS form number (if applicable), information collection title, and the OMB control number in any correspondence.

FOR FURTHER INFORMATION CONTACT: Direct requests for additional information regarding the collection listed in this notice, including requests for copies of the proposed collection instrument and supporting documents, to Clifton Oliphant Department of State, 600 19th St. N.W. Washington, DC 20522-1710, who may be reached at OliPhantCE@state.gov or 202-485-6020.

SUPPLEMENTARY INFORMATION:

- Title of Information Collection: Evacuee Manifest and Promissory Note
- OMB Control Number: 1405-0211
- Type of Request: Revision of a Currently Approved Collection
- Originating Office: Bureau of Consular Affairs, Overseas Citizens Services (CA/OCS)
- Form Number: DS-5528
- Respondents: U.S. citizens, U.S. non-citizen nationals, lawful permanent residents, and foreign nationals applying for emergency loan assistance during an evacuation.
- Estimated Number of Respondents: 525
- Estimated Number of Responses: 525
- Average Time Per Response: 20 minutes
- Total Estimated Burden Time: 175 hours
- Frequency: On Occasion
- Obligation to Respond: Required to Obtain Benefit

We are soliciting public comments to permit the Department to:

- Evaluate whether the proposed information collection is necessary for the proper functions of the Department.
- Evaluate the accuracy of our estimate of the time and cost burden for this proposed collection, including the validity of the methodology and assumptions used.
- Enhance the quality, utility, and clarity of the information to be collected.
- Minimize the reporting burden on those who are to respond, including the use of automated collection techniques or other forms of information technology.

Please note that comments submitted in response to this Notice are public record. Before including any detailed personal information, you should be aware that your comments as submitted, including your personal information, will be available for public review.

Abstract of Proposed Collection

The purpose of the DS-5528 is to document the evacuation of persons from abroad when their lives are endangered by war, civil unrest, or natural disaster; document issuance of a crisis evacuation loan; obtain a Privacy Act Waiver to share information about the welfare of a U.S. citizen or U.S. lawful permanent resident consistent with the Privacy Act of 1974; and, to facilitate debt collection.

Methodology

An electronic version of the Evacuee Manifest and Promissory Note in the form of a .pdf file was created, allowing applicants to type their information into the form, print it, and present it to a consular officer at the evacuation point. An alternative input method for evacuees utilizing the MS-Forms application has been utilized by some posts and provides the same functionality as the .pdf file. After completing the Microsoft

Forms fields, applicants may print out and sign the form and transmit the form to post via email/fax. Alternatively, consular officers may accept a completed but unsigned form electronically, print it out, and then obtain the applicant's signature on the form prior to the individual boarding the transport. Continued software development may provide the capability to electronically submit signed loan applications for adjudication. The final stage of software development should not only allow the applicant to enter his/her information and submit the form, but will also make the information available for welfare inquiries which fall under the Privacy Act of 1974, as well as all stages of financial processing including the Department of State's debt collection process. Due to the potential for serious conditions during crisis events that often affect electronic and internet infrastructure systems, the electronic form will not replace the paper form. Rather, the paper form will still be maintained and used in the event that applicants are unable to submit forms electronically.

Zachary Parker,

Director.

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